

Toplayer Service Delivery Budget Implementation Plan for 2020/21

Assist	Directorate [R]	Function [R]	National Outcome [R]	National KPA [R]	Strategic Objective	Municipal KPA [R]	KPI Name [R]	Unit of Measurement	Ward [R]	KPI Owner [R]	Baseline	POE	Target Type [R]	Annual Target	Q1	Q2	Q3	Q4
1	Financial Services	Finance and Administration [Core function] - Finance	Sustainable human settlements and improved quality of household life	Basic Service Delivery	To provide basic services to all residents in an environmentally sustainable manner	Service Delivery	Provide subsidies for free basic water to indigent households as at 30 June 2021	Number of indigent households receiving subsidies for free basic water as per PROMUN financial system	All	Director: Financial Services	5150	Unit Service Export procedure/debtor service master file MUN 837P report from the PROMUN financial system for tariff codes	Number	6500	6500	6500	6500	6500
2	Financial Services	Finance and Administration [Core function] - Finance	Sustainable human settlements and improved quality of household life	Basic Service Delivery	To provide basic services to all residents in an environmentally sustainable manner	Service Delivery	Provide subsidies for free basic electricity to indigent households(excluding ESKOM supply area) as at 30 June 2021	Number of indigent households receiving subsidies for free basic electricity as per PROMUN financial system	All	Director: Financial Services	4800	Unit Service Export procedure/debtor service master file MUN 837P report from the PROMUN financial system for tariff codes and the Syntel prepaid active data base report for consumers	Number	6300	6300	6300	6300	6300
3	Financial Services	Finance and Administration [Core function] - Finance	Sustainable human settlements and improved quality of household life	Basic Service Delivery	To provide basic services to all residents in an environmentally sustainable manner	Service Delivery	Provide subsidies for free basic sanitation to indigent households as at 30 June 2021	Number of indigent households receiving subsidies for free basic sanitation as per PROMUN financial system	All	Director: Financial Services	5100	Unit Service Export procedure/debtor service master file MUN 837P report from the PROMUN financial system for tariff codes	Number	6400	6400	6400	6400	6400
4	Financial Services	Finance and Administration [Core function] - Finance	Sustainable human settlements and improved quality of household life	Basic Service Delivery	To provide basic services to all residents in an environmentally sustainable manner	Service Delivery	Provide subsidies for free basic refuse removal to indigent households as at 30 June 2021	Number of indigent households receiving subsidies for free basic refuse removal as per PROMUN financial system	All	Director: Financial Services	5100	Unit Service Export procedure/debtor service master file MUN 837P report from the PROMUN financial system for tariff codes	Number	6400	6400	6400	6400	6400
5	Financial Services	Finance and Administration [Core function] - Finance	An effective, competitive and responsive economic infrastructure network	Municipal Financial Viability and Management	To achieve financial sustainability and strengthen municipal transformation and development	Good Governance	Financial viability measured in terms of the municipality's ability to meet it's service debt obligations as at 30 June 2021 ((Short Term Borrowing + Bank Overdraft + Short Term Lease + Long Term Borrowing + Long Term Lease) / Total Operating Revenue - Operating Conditional Grant))	% of debt coverage	All	Director: Financial Services	21%	Annual Financial Statements, supported by figures as per the PROMUN financial system	Percentage	16.6	0	0	0	16.6
6	Financial Services	Finance and Administration [Core function] - Finance	An effective, competitive and responsive economic infrastructure network	Municipal Financial Viability and Management	To achieve financial sustainability and strengthen municipal transformation and development	Good Governance	Financial viability measured in terms of the outstanding service debtors as at 30 June 2021 ((Total outstanding service debtors/ revenue received for services)X100)	% of outstanding service debtors (total outstanding debtors refers to total net debtors)	All	Director: Financial Services	15%	Annual Financial Statements, supported by figures as per the PROMUN financial system	Percentage	9.8	0	0	0	9.8
7	Financial Services	Finance and Administration [Core function] - Finance	An effective, competitive and responsive economic infrastructure network	Municipal Financial Viability and Management	To achieve financial sustainability and strengthen municipal transformation and development	Good Governance	Financial viability measured in terms of the available cash to cover fixed operating expenditure as at 30 June 2021 ((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excluding (Depreciation, Amortisation, and Provision for Bad Debts, Impairment and Loss on Disposal of Assets))	Number of months it takes to cover fix operating expenditure with available cash	All	Director: Financial Services	0.75	Annual Financial Statements, supported by figures as per the PROMUN financial system	Number	1.2	0	0	0	1.2
8	Financial Services	Finance and Administration [Core function] - Finance	An effective, competitive and responsive economic infrastructure network	Municipal Financial Viability and Management	To achieve financial sustainability and strengthen municipal transformation and development	Good Governance	Achieve a debtor payment percentage of 96% as at 30 June 2021 {(Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off)/Billed Revenue x 100}	% debtor payment achieved	All	Director: Financial Services	96%	Debtor age analysis report MUN083MB4 from the PROMUN financial system	Percentage	95	95	95	95	95
9	Municipal Manager	Finance and Administration [Core function] - Finance	A responsive and accountable, effective and efficient local government system	Municipal Financial Viability and Management	To achieve financial sustainability and strengthen municipal transformation and development	Good Governance	The percentage of the municipal capital budget spent on capital projects as at 30 June 2021 ((Actual amount spent on capital projects / Total amount budgeted for capital projects)X100)	% the capital budget spent on capital projects as at 30 June 2020	All	Municipal Manager	85%	Annual Financial Statements: Note 41.1	Percentage	95	10	35	60	95
10	Municipal Manager	Finance and Administration [Core function] - Risk Management	A responsive and accountable, effective and efficient local government system	Municipal Transformation and Institutional Development	An ethical and transparent local government that is responsive to the needs of the community and encourage public participation	Good Governance	Compile and submit the three year Risk Based Audit Plan (RBAP) to the Audit Committee by 30 June 2021	RBAP compiled and submitted to the Audit Committee	All	Municipal Manager	1	Minutes of the Audit Committee	Number	1	0	0	0	1
11	Municipal Manager	Finance and Administration [Core function] - Risk Management	A responsive and accountable, effective and efficient local government system	Municipal Transformation and Institutional Development	An ethical and transparent local government that is responsive to the needs of the community and encourage public participation	Good Governance	Review the five year Enterprise Risk Management Strategic Plan (inclusive of implementation plan) and submit to Council for approval by 30 June 2021	Strategy (inclusive of implementation plan) reviewed and submitted to Council	All	Municipal Manager	1	Written item submitted to the Council Support	Number	1	0	0	0	1
12	Community Services	Waste Management [Core function] - Solid Waste Removal	An effective, competitive and responsive economic infrastructure network	Basic Service Delivery	To provide basic services to all residents in an environmentally sustainable manner	Service Delivery	Provide refuse services to residential properties for which refuse is removed and billed for the service as at 30 June 2021	Number of residential properties which are billed for refuse removal as per the PROMUN financial system	All	Director: Community Services	14321	Unit Service Export procedure/debtor service master file MUN 837P report for tariff codes	Number	14321	14321	14321	14321	14321
13	Technical Services	Electricity [Core function] - Electricity	An effective, competitive and responsive economic infrastructure network	Basic Service Delivery	An ethical and transparent local government that is responsive to the needs of the community and encourage public participation	Service Delivery	Limit unaccounted electricity to less than 13% by 30 June 2021 ((Number of Electricity Units Purchased and/or Generated - Number of Electricity Units Sold (incl Free basic electricity)) / Number of Electricity Units Purchased and/or Generated) X 100)	% unaccounted electricity by 30 June 2021	All	Director: Technical Services	13%	Financial Statements	Percentage	13	0	0	0	13
14	Technical Services	Water Management [Core function] - Water Distribution	An effective, competitive and responsive economic infrastructure network	Basic Service Delivery	To promote social, rural and spatial economic development	Service Delivery	Limit unaccounted water to less than 25% by 30 June 2021 ((Number of Kiloliters Water Purchased or Purified - Number of Kiloliters Water Sold (incl free basic water) / Number of Kiloliters Water Purchased or Purified)x 100)	% unaccounted water by 30 June 2021	All	Director: Technical Services	25%	Financial Statements	Percentage	25	0	0	0	0.25
15	Technical Services	Planning and Development [Core function] - Economic Development/Planning	An effective, competitive and responsive economic infrastructure network	Basic Service Delivery	To promote social, rural and spatial economic development	Service Delivery	Create temporary jobs - FTE's in terms of EPWP by 30 June 2021 (Person days / FTE (230 days))	Number of FTE's created by 30 June 2021	All	Director: Technical Services	65	EPWP System report	Number	120	0	0	0	120
16	Technical Services	Water Management [Core function] - Water Distribution	An effective, competitive and responsive economic infrastructure network	Basic Service Delivery	To provide basic services to all residents in an environmentally sustainable manner	Service Delivery	Provide piped water to residential properties which are connected to the municipal water infrastructure network and billed for the service as at 30 June 2021	Number of residential properties that receive piped water as per the Promun Financial System as at 30 June 2021	All	Director: Technical Services	13750	Unit Service Export procedure/debtor service master file MUN 837P report from the PROMUN financial system	Number	13750	13750	13750	13750	13750
17	Technical Services	Electricity [Core function] - Electricity	An effective, competitive and responsive economic infrastructure network	Basic Service Delivery	To provide basic services to all residents in an environmentally sustainable manner	Service Delivery	Provide electricity to residential properties connected to the municipal electrical infrastructure network and billed for the service as well as prepaid electrical metering as at 30 June 2021	Number of residential properties connected to the municipal electrical infrastructure network (credit and prepaid electrical metering) as per the Promun Financial System as at 30 June 2021	All	Director: Technical Services	13750	Unit Service Export procedure/debtor service master file MUN 837P report from the PROMUN financial system	Number	13750	13750	13750	13750	13750

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18	Technical Services	Waste Water Management [Non-core Function] - Sewerage	An effective, competitive and responsive economic infrastructure network	Basic Service Delivery	To provide basic services to all residents in an environmentally sustainable manner	Service Delivery	Provide sanitation services to residential properties which are connected to the municipal waste water (sanitation/sewerage) network & are billed for sewerage service, irrespective of the number of water closets (toilets) as at 30 June 2021	Number of residential properties which are billed for sewerage in accordance with the Promun Financial System as at 30 June 2021	All	Director: Technical Services	13750	Unit Service Export procedure/debtor service master file MUN 837P report	Number	13750		13750	13750	13750	13750
19	Corporate Services	Finance and Administration [Core function] - Human Resources	A development-orientated public service and inclusive citizenship	Municipal Transformation and Institutional Development	To achieve financial sustainability and strengthen municipal transformation and development	Good Governance	Number of people from employment equity target groups employed in the three highest levels of management in compliance with the municipality's approved employment equity plan during the 2020/21 financial year	Number of people employed in the three highest levels of management	All	Director: Corporate Services	1	Appointment letters	Number	1		0	0	0	1
20	Corporate Services	Finance and Administration [Core function] - Human Resources	A development-orientated public service and inclusive citizenship	Municipal Transformation and Institutional Development	To achieve financial sustainability and strengthen municipal transformation and development	Good Governance	Spend 0.3% of the budgeted amount for skills development by 30 June 2021 [(Actual amount spent on training/total budgeted amount)x100]	% of the budget spent	All	Director: Corporate Services		VC108 income expenditure report from the PROMUN financial system	Percentage	0.3%		0	0	0	0.3%
21	Corporate Services	Finance and Administration [Core function] - Human Resources	A responsive and accountable, effective and efficient local government system	Municipal Transformation and Institutional Development	An ethical and transparent local government that is responsive to the needs of the community and encourage public participation	Good Governance	Limit vacancy rate to less than 20% of budgeted post by 28 June 2021 [(Number of funded posts vacant / number of funded posts) x100]	% Vacancy rate	All	Director: Corporate Services		Excel Salary Budget Report	Percentage	20		20	20	20	20